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|  | American Energy Corporation Standard Operating Procedure: Fueling of Surface Equipment | Number: | CWA-0001 |
| | | Original/ Revised Date: | February 23, 2011 |
| SOP Owner | Environmental | Approved: | |

Purpose:

To prevent pollution and to reduce wastage of oil, diesel, anti-freeze, gasoline and other similar petroleum products.

Background History and Illustrations:

Our permits require American Energy Corporation to clean up any spilled oil, diesel, anti-freeze, gasoline and other similar petroleum products.

Intended Audience:

American Energy Corporation's management and surface employees.

Implementation:

During the annual eight (8) hour refresher training and once a quarter during crew meetings, AEC's front line managers will review spill prevention practices with their crews.

Specifically in the standard operating practice; employees will remain near the fueling nozzle when surface equipment is being fueled by pumps. The nozzles for these pumps must be of the type that automatically shuts off when the receiving tank is full. This will minimize any spills that could occur in the event that the automatic shutoff malfunctions.

After fueling has been completed the nozzles must be placed in holder that prevents any liquid from leaking onto the ground.

It is the duty of the employee who operates a fueling station to report to their supervisor any malfunctioning fueling equipment and any spills.

American Energy Corporation provides spill kits at all permanent fueling stations to clean up any spilled oils and fuels, and requires all employees to recognize spills and clean them up using the materials provided immediately upon discovery. Additional spill kits are available in the warehouse.

If a spill is due to employee negligence, disciplinary actions may be taken.

a) holders
b) spill kits

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